

**To:** Darling, Mary N NWO[Mary.N.Darling@usace.army.mil]  
**Cc:** Himmelbauer, Linda[Himmelbauer.Linda@epa.gov]; Coursen, Robin[Coursen.Robin@epa.gov]; Anderson, Marc D NWO[Marc.D.Anderson@usace.army.mil]; Schmittdiel, Paula[Schmittdiel.Paula@epa.gov]  
**From:** Brooks, Tom  
**Sent:** Fri 10/31/2014 7:45:11 PM  
**Subject:** RE: USACE QMP update - adding IAs (UNCLASSIFIED) (follow-up) (UNCLASSIFIED)

Hi Mary -

I'm glad to hear that you're nearing completion.

I think I answered what you are asking. It's Friday afternoon and I'm juggling things a bit, so let me know if I haven't.

For the cover page and document header of the QMP, show the revision date (October 31, 2014 format just in the - unlikely - case there are two revisions in the same month) and the revision number as you have in the previous version. Please ensure that the header is included on the signature page to show the version that is being signed. The QMP performance period may be left off the QMP entirely.

For the IA list, I agree that the POPs aren't needed. We wanted them to track coverage of the IAs and QMP expirations. There are better ways to do this, especially with them changing.

For the EPA signature lines we could simplify them to show the name, title, IA Number(s) and signature date without the descriptive text since this is already in Section 1.0. A statement with reference to Section 1.0 could be included at the top of the EPA signature section.

I'm checking on the EPA approval signatures needed. It looks like they will be similar to the previous version, unless Robin's new role as a PO affects things. (If the RPMs now aren't the POs, the signatures MIGHT change. I'll check with Robin; then our programs might have to have some internal discussions about this.) Here's our guidance document for QMPs: <http://www.epa.gov/quality/qs-docs/r2-final.pdf>. Please reference the second paragraph of Section 2.6 on pdf page 13 for approval signatures. It allows some flexibility.

If you have something that you'd like to discuss (or red-lined text) with me/us as you're doing your revisions, let me know.

Thanks,  
Tom

-----Original Message-----

From: Darling, Mary N NWO [mailto:Mary.N.Darling@usace.army.mil]  
Sent: Friday, October 31, 2014 12:07 PM  
To: Brooks, Tom  
Cc: Himmelbauer, Linda; Coursen, Robin; Anderson, Marc D NWO; Schmittdiel, Paula; Darling, Mary N NWO  
Subject: USACE QMP update - adding IAs (UNCLASSIFIED) (follow-up) (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

Hello Tom Brooks,

Marc Anderson (chief, environmental sciences section) and I have almost completed the revision of the QMP here, and will be sending to the internal signature group with changes for review and

signatures.

We will revise the IA list with the new IAs similar to last time, but recommend we take of the periods of performance (POP's) as they are constantly being updated? I still don't have a better way of doing the RPM's signature page, so shall we submit an update similar to the previous QMP?

Mary Nelson Darling, RA, PMP  
Phone: 402-995-2116 Mobile: 402-216-4253 Fax: 402-996-3741 US Army Corps of Engineers, Omaha District  
Attn: CENWO-PM-S (Darling)  
1616 Capitol Avenue  
Omaha, Nebraska 68102-4901

-----Original Message-----

From: Brooks, Tom [mailto:brooks.tom@epa.gov]  
Sent: Tuesday, October 28, 2014 6:41 PM  
To: Darling, Mary N NWO  
Cc: Himmelbauer, Linda; Coursen, Robin  
Subject: [EXTERNAL] RE: USACE QMP update - adding IAs (UNCLASSIFIED) (follow-up)

Hi -

## **Enforcement/Investigatory/Ex. 7A**

One other BIG THING - We in QA are recommending that the QMP be valid for 5 years, with an annual review. This is current with our guidance/requirements documents as well as nationwide practice. At your option, you may stay with a shorter period.

Since your Quality System is uniform and unchanging, the QMP should be used to cover as much work with Region 8 as is reasonable.

Tom

Tom Brooks  
Quality Assurance Program (8TMS-QA)  
EPA Region 8, Denver, CO 80202  
(303) 312-7291

For in the final analysis, our most basic common link is that we all inhabit this small planet. We all breathe the same air. We all cherish our children's futures. And we are all mortal.

John F. Kennedy

-----Original Message-----

From: Darling, Mary N NWO [mailto:Mary.N.Darling@usace.army.mil]  
Sent: Tuesday, October 28, 2014 4:37 PM  
To: Brooks, Tom; Schmittiel, Paula; Coursen, Robin; Seaman, Marvene L HNC@NWO  
Cc: Darling, Mary N NWO; Reinig, Teresa A NWO; Herring, Gregory C NWO; Anderson, Marc D NWO  
Subject: FW: USACE QMP update - adding IAs (UNCLASSIFIED)  
Importance: High

Classification: UNCLASSIFIED  
Caveats: NONE

Tom, Robin, Paula and Marvene,

I have used track changes to mark up the list of IA's: See IA Listing USACE 10-3-14\_mndedits

# Nonresponsive

I added Upper Animas Watershed.

Mary Nelson Darling, RA, PMP  
Phone: 402-995-2116 Mobile: 402-216-4253 Fax: 402-996-3741 US Army Corps of Engineers, Omaha District  
Attn: CENWO-PM-S (Darling)  
1616 Capitol Avenue  
Omaha, Nebraska 68102-4901

-----Original Message-----

From: Brooks, Tom [mailto:brooks.tom@epa.gov]  
Sent: Tuesday, October 07, 2014 2:09 PM  
To: Schmittiel, Paula  
Cc: Coursen, Robin; Darling, Mary N NWO  
Subject: [EXTERNAL] USACE QMP update - adding IAs

Hi Paula -

I'd like to do is work you and Mary Darling to add as many of the existing IAs with USACE Omaha under the QMP as deemed appropriate. The review/update of the QMP would be a good time to do this and would not specifically require a revision of the QMP; we could identify them on the new signature page as in the existing QMP. Would you please share this with Mary and maybe we can discuss the annual review of the QMP which should be happening soon - the project period of the QMP was Feb - Oct 2014.

The current signature page identifies the IAs using the USACE agreement numbers, not EPA's. I'm working with Robin to identify the EPA agreement number for all IAs with the USACE, their dollar amounts, and match them up with the USACE IA numbers, so we can put this information in the new signature page.

Thanks,

Tom

Tom Brooks

Quality Assurance Program (8TMS-QA)

EPA Region 8, Denver, CO 80202

(303) 312-7291

An idea not coupled with action will never get any bigger than the brain cell it occupied.

- Arnold H Glasow

From: Brooks, Tom

Sent: Friday, October 03, 2014 11:49 AM

To: Coursen, Robin

Subject: RE: Sites with QAPPs

Hi Robin -

I'm sending you a copy of the entire USACE QMP and an excerpt that shows the IAs that are included in it. I've compiled from Grants Quick Reports (GQR) a listing of active IAs with USACE in the Region. I need your help in matching up the list of EPA IAs from GQR to those identified in the QMP by the USACE IA numbers.

My next step is to work with your program to include those IAs not currently covered by the QMP to it. A QMP is required for all IAs over \$500,000 total obligation, and I'd recommend that those under this threshold be added as well. This could be done during the annual review process which is coming up soon. If someone asks, once the IA is covered by the QMP, a DAO in your program can review and approve QAPPs produced under it. This DAO review is optional - they can still send them to QA for review.

Thanks for your help!

Tom

Tom Brooks

Quality Assurance Program (8TMS-QA)

EPA Region 8, Denver, CO 80202

(303) 312-7291

An idea not coupled with action will never get any bigger than the brain cell it occupied.

- Arnold H Glasow

From: Coursen, Robin  
Sent: Thursday, October 02, 2014 11:23 AM  
To: Brooks, Tom  
Subject: Sites with QAPPs

Tom, can you send me a list of those sites again that you need a printout on. I think I can do it now and I can't seem to find that list.

Robin Rohn Coursen

U.S. EPA Region 8

Superfund Program

1595 Wynkoop St.

Denver, CO 80202

(303) 312-6695

Classification: UNCLASSIFIED  
Caveats: NONE

Classification: UNCLASSIFIED  
Caveats: NONE